

Supervisory Border Patrol Agent (Intelligence)

DEPARTMENT OF HOMELAND SECURITY

Customs and Border Protection

U.S. Border Patrol

Open & closing dates

🕒 02/26/2020 to 03/03/2020

Pay scale & grade

GS 13

Appointment type

Permanent

Service

Competitive

Salary

\$91,231 to \$118,603 per year

Work schedule

Full-Time

Locations

1 vacancy in the following location:

Aguadilla, PR

1 vacancy

Relocation expenses reimbursed

Yes A PCS relocation benefit has been authorized

Telework eligible

No

This job is open to



[Internal to an agency.](#)

Current federal employees of this agency.

Clarification from the agency

For details regarding who can apply for this Job Opportunity Announcement please see the Requirements section.

Announcement number

USBP-IMP-10728405-TCP

Control number

560675200

Duties

Summary

Organizational Location: This position is with the Department of Homeland Security, within U.S. Customs and Border Protection, U.S. Border Patrol, Ramey Sector, Sector Intelligence Unit, Aguadilla, PR.

Responsibilities

This position will allow you to use your expertise to prevent illegal entry of aliens into the United States by land, water, or air; enforce criminal provisions of the Immigration and Nationality Laws; and seek out and apprehend smugglers or aliens who are in the United States illegally. Apply for this exciting opportunity to strengthen the Department's ability to protect the homeland.

This position starts at a salary of \$91,231.00 (GS-13, Step 1) to \$118,603.00 (GS-13, Step 10) with promotion potential to \$118,603.00 (GS-13 Step 10).

Salary above excludes COLA. Please see the following link for specific COLA Rates [HR Specialist imbed link] <https://www.opm.gov/policy-data-oversight/pay-leave/pay-systems/nonforeign-areas/#url=COLA-Rates> (<https://www.opm.gov/policy-data-oversight/pay-leave/pay-systems/nonforeign-areas/#url=COLA-Rates>).

As a first-line Supervisory Border Patrol Agent you will serve as a primary law enforcement officer (under 5 U.S.C. 8331 (6C) and 8412 (d)) and be responsible for:

- Leading a unit or team of Border Patrol Agents capable of anticipating, targeting, detecting, and disrupting cross-border violations that threaten our national security, economy, and public safety.
- Collecting intelligence information, ranging from unclassified to top secret, on criminal activity focusing on smuggling activities, illegal entry, fraudulent documents, terrorists and narcotics traffickers.
- Providing guidance and leadership to BPAs in accomplishing specific objectives towards collecting, refining, analyzing and disseminating strategic and tactical intelligence reports utilizing human intelligence (HUMINT), measurement and signature intelligence (MASINT), and open source intelligence (OSINT).
- Monitoring liaison with other Federal, State, local, and tribal law enforcement agencies, as well as, foreign agencies, to support intelligence priorities and operational enforcement efforts.
- Conducting or arranging for training on team activities concerning work methods, policies, procedures, guidelines and the techniques of operational briefings for Sector personnel.
- Reporting to the SOS/DPAIC on unusual problems that arise and on progress towards meeting established completion dates of the various assignments and the resources needs of the team.

Travel Required

Occasional travel - You may be expected to travel for this position.

Supervisory status

Yes

Promotion Potential

13

Job family (Series)

[1896 Border Patrol Enforcement Series](https://www.usajobs.gov/Search/Results?j=1896)

(<https://www.usajobs.gov/Search/Results?j=1896>)

Requirements

Conditions Of Employment

- You must be a U.S. Citizen to apply for this position
- Males born after 12/31/1959 must be registered with Selective Service
- You may be required to pass a background investigation and/or polygraph
- CBP follows the DHS Drug-Free Workplace Plan for drug testing procedures

- You must be able to meet job-related medical and/or fitness standards

Who May Apply:

- Current federal employees with competitive status who work for U.S. Customs & Border Protection

Qualifications**Basic Qualification Requirements:**

The basic qualification requirements include experience in law enforcement or other responsible work that demonstrates the ability to make arrests and exercise sound judgment in the use of firearms; to deal effectively with individuals or persons in a courteous, tactful manner; and to analyze information rapidly and make prompt decisions.

AND

You qualify for the 13 grade level if you possess 1 year of specialized experience equivalent to at least the next lower grade level, performing duties such as:

- Interpreting and enforcing immigration or comparable laws, rules, and regulations
- Gathering and analyzing intelligence from a variety of sources
- Developing case work pertaining to criminal prosecutions and investigations
- Identifying and investigating smuggling operations; devising and recommending solutions to operational problems
- Apprising management of identified deficiencies and solutions; and ensuring compliance with enforcement and operational practices

Language Requirement: Must be proficient in the Spanish language. (i.e., able to speak and read in Spanish).

Firearms Requirement: You will be required to carry a firearm while on duty. Anyone who has been convicted of a misdemeanor crime of domestic violence cannot lawfully possess a firearm or ammunition (Title 18, U.S.C. Section 922 (g) (9)). Candidates will be required to certify whether they have ever been convicted of such an offense.

Physical and Medical Requirements: Because the duties of the position are of a strenuous nature and require a high degree of interaction and responsibility to the public, you may be required to undergo and successfully pass our medical screening process. We will schedule, provide and pay for the required basic medical examination. For more information, visit [this link](https://www.cbp.gov/careers/frontline-careers/bpa/app-proc) (<https://www.cbp.gov/careers/frontline-careers/bpa/app-proc>).

Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

You must:

- Meet all qualification requirements, including education if applicable to this position, subject to verification at any stage of the application process; and
- Meet all applicable Time in Grade requirements (current federal employees must have served 52 weeks at the next lower grade or equivalent grade band in the federal service) by 03/03/2020.

The Office of Personnel Management (OPM) must authorize employment offers made to current or former political appointees. If you are currently, or have been within the last 5 years, a political Schedule A, Schedule C, Non-career SES or Presidential Appointee employee in the Executive Branch, you must disclose this information to the Human Resources Office.

Background Investigation: U.S. Customs and Border Protection (CBP) is a federal law enforcement agency that requires all applicants to undergo a thorough background investigation prior to employment in order to promote the agency's core values of vigilance, service to country, and integrity. During the screening and/or background investigation process, you will be asked questions regarding any felony criminal convictions or current felony charges, the use of illegal drugs (e.g., marijuana, cocaine, heroin, LSD, methamphetamines, ecstasy), and the use of non-prescribed controlled substances including any experimentation, possession, sale, receipt, manufacture, cultivation, production, transfer, shipping, trafficking, or distribution of controlled substances. For more information visit [this link](http://www.cbp.gov/careers/join-cbp/which-career/apply/background-investigation) (<http://www.cbp.gov/careers/join-cbp/which-career/apply/background-investigation>).

Polygraph Examination: This is a polygraph-required position. If you are not a current CBP employee in a law enforcement position, you may be required to take a polygraph exam and have favorable results in order to continue in the pre-employment process. Please see [Polygraph Examination](http://www.cbp.gov/careers/car/poly) (<http://www.cbp.gov/careers/car/poly>).

Polygraph Reciprocity: CBP may accept the results of a prior federal polygraph exam in lieu of a CBP polygraph exam. You will receive information to request reciprocity in your Background Investigation Package.

Polygraph Waiver: Certain veterans may be eligible to obtain a polygraph waiver. You will receive information to request a waiver in your Background Investigation Package.

Agency Career Transition Assistance Program (CTAP) Eligibles: If you have never worked for the Federal Government, you are not CTAP eligible. Information about CTAP eligibility can be found [here](http://www.opm.gov/Reduction_In_Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a) (http://www.opm.gov/Reduction_In_Force/employee_resources/ctap/Employee-Guideline_CTAP.asp#3a).

. You must submit the supporting documents listed in the "Required Documents" section of this announcement. In addition, to be considered well qualified under CTAP, you must possess the knowledge, skills and abilities and/or competencies clearly exceeding the minimum requirements of the position. This will be measured by a score of 85 or higher.

Age Requirement: Provisions of Public Laws 93-350 and 100-238 allow the imposition of a maximum age for initial appointment to a primary Law Enforcement Officer position within the Department of Homeland Security (DHS). In accordance with DHS Management Directive 251-03, the "day before an individual's 37th birthday" is the maximum age for original appointment to a position as a primary law enforcement officer within DHS. **NOTE: The Commissioner of CBP has approved a temporary increase in the maximum allowable age for original placement into a BPA position; therefore, candidates must be referred for selection before reaching their 40th birthday.**

Creditable law enforcement officer service covered by Title 5 U.S.C. 8336(c) or Title 5 U.S.C. 8412(d), or creditable service covered by Title 5 U.S.C. 8401(36) (as a Customs and Border Protection Officer) on or after July 6, 2008, may be applied toward the maximum age requirement. This age restriction may not apply if you are currently serving in a federal civilian (not military) law enforcement position covered by Title 5 U.S.C. 8336(c) or Title 5 U.S.C. 8412(d).

To ensure compliance with statutes pertaining to the appointment of preference eligible veterans as determined by the Merit Systems Protection Board in its recent decision of *Isabella v. Dept. of State*, the maximum age for original appointment articulated above shall not apply to the hiring of individuals entitled to veterans preference eligibility under 5 U.S.C. § 3312.

Veterans' Preference Eligibility: The maximum age for original appointment does not apply to veteran's preference eligible.

Education

This job does not have an education qualification requirement.

Additional information

This is a Non-Bargaining Unit status position.

Motor Vehicle Operation: You must have a valid automobile driver's license at the time of appointment.

Shift Work/Overtime: This position requires regular and recurring shift work. You must be willing and available to work rotating shifts. You may also be rotated between assignments and duty locations. You could be required to work overtime on a daily basis and will be compensated up to an additional 25% of your base pay in accordance with the Border Patrol Agent Pay Reform Act of 2014.

Travel: Overnight travel may be required on a regular and recurring basis.

Uniforms: This position requires you to wear an officially-approved uniform while in duty status.

Security Clearance: You may be required to obtain a Secret or higher level clearance for this position.

Supervisory Probationary Period: You may be required to serve an 18-month probationary period upon appointment to this position. You may also be required to complete an appropriate supervisory training course within 90 days of assignment to this position.

Supervisory Training: All newly appointed, first-time permanent CBP Supervisors are required to complete mandatory training. The training will be scheduled by the Office of Training and Development within the first 90 days of appointment. The duration of the training will include three weeks of in residence training in Harpers Ferry, WV. Note: This training may be waived if previously completed.

Law Enforcement Retirement: This position meets the eligibility criteria for law enforcement retirement. For more information on required years of service and retirement age click on [this link](https://www.cbp.gov/careers/frontline-careers/bpa/pay-benefits)

(<https://www.cbp.gov/careers/frontline-careers/bpa/pay-benefits>).

. For further information on when an employee continues or discontinues coverage under the special retirement system for law enforcement officers, please see the CSRS and FERS handbook, [Chapter 46, pages 12-13](https://www.opm.gov/retirement-services/publications-forms/csrsfers-handbook/c046.pdf)

(<https://www.opm.gov/retirement-services/publications-forms/csrsfers-handbook/c046.pdf>).

The Department of Homeland Security encourages persons with disabilities to apply, to include persons with intellectual, severe physical or psychiatric disabilities, as defined by 5 CFR § 213.3102(u), and/or Disabled Veterans with a compensable service-connected disability of 30 percent or more as defined by 5 CFR § 315.707. [Veterans](https://www.fedshirevets.gov/job-seekers/special-hiring-authorities/#content)

(<https://www.fedshirevets.gov/job-seekers/special-hiring-authorities/#content>).

, [Peace Corps](https://www.peacecorps.gov/returned-volunteers/careers/noncompetitive-eligibility/)

(<https://www.peacecorps.gov/returned-volunteers/careers/noncompetitive-eligibility/>).

/ [VISTA volunteers](https://www.vistacampus.gov/after-vista/career)

(<https://www.vistacampus.gov/after-vista/career>).

, and [persons with disabilities](http://www.opm.gov/policy-data-oversight/disability-employment/)

(<http://www.opm.gov/policy-data-oversight/disability-employment/>).

possess a wealth of unique talents, experiences, and competencies that can be invaluable to the DHS mission. If you are a member of one of these groups, you may not have to compete with the public for federal jobs. To determine your eligibility for non-competitive appointment and to understand the required documentation, click on the links above or contact the Servicing Human Resources Office listed at the bottom of this announcement.

How You Will Be Evaluated

Qualified U.S. Customs and Border Protection (CBP) candidates will be ranked on the basis of the scores received on your U.S. Border Patrol Promotional Assessment. Competitive applicants must have a valid score when the announcement opens, or we cannot consider you for this position. Alternate Staffing (Non-Competitive) Candidates need not have a current, valid test score. Alternate Staffing (Non-Competitive) candidates include applicants who have permanently held a position at the highest grade announced or higher. Your application record will remain in a pending status until after the announcement closes, at which time we will upload test scores. If you have completed the assessment questionnaire and have uploaded all required documents for this announcement, there is nothing further you need to do at this time.

To preview the job questionnaire, see <https://apply.usastaffing.gov/ViewQuestionnaire/10728405>

(<https://apply.usastaffing.gov/ViewQuestionnaire/10728405>).

Knowledge, Skills, Abilities and Other Characteristics (KSAOs): Candidates who meet the minimum qualification requirements are required to possess certain Knowledge, Skills, Abilities, or Other Characteristics (KSAOs) to successfully perform the functions of this position. Candidates will be asked to demonstrate their attainment of these KSAOs in their resume. The KSAOs are:

- Knowledge and understanding of law enforcement techniques and practices including the laws of evidence, the rules of criminal procedures, and precedent court decisions concerning the admissibility of evidence, search and seizure, and related enforcement issues to effectively serve as an intelligence analyst.
- Knowledge of other agencies intelligence operations in order to determine which information should be shared and where information lacking may be found in other agencies.
- Knowledge of and skill in applying a wide range of law enforcement procedures and intelligence gathering techniques to perform law enforcement tasks and related activities that support national security strategies.
- Thorough understanding of the entire spectrum of DHS, CBP, and USBP operations and immigration and nationality laws, rules and regulations to apprehend, detain, and arrest those suspected of violations of immigration and/or criminal laws against the United States.
- Knowledge and understanding in the areas of technical intelligence collection: Priority Intelligence Requirements (PIR) action plans, human intelligence (HUMINT), measurement and signature intelligence (MASINT), geospatial information systems (GIS)/mapping, and open source intelligence (OSINT).
- Knowledge of Immigration and Naturalization laws and regulations and precedent-setting court decisions sufficient to collect and analyze intelligence information from a variety of sources.

Background checks and security clearance

Security clearance

[Secret](https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/)

(<https://www.usajobs.gov/Help/faq/job-announcement/security-clearances/>).

Drug test required

Yes

Required Documents

- **Your resume:** A resume describing your job-related qualifications is required and will be used for the purpose of reviewing your qualifications and determining what training, if any, would be required when placed. Your resume must be in English and must include your job titles and a detailed description of your duties and the dates you performed them (MM/DD/YY), as well as your hours per week for each position listed. Your resume should also contain your full name, address, phone number, email address, and salary. To ensure all your experience is considered, the U.S. Border Patrol strongly suggests resumes should describe your experiences and accomplishments, assignment dates, duty locations, your current supervisor's contact information and specify whether you have performed duties in investigations, intelligence, or have worked in sector-level or national programs (e.g., horse patrol, BORSTAR, BORTAC, peer support, chaplaincy, canine, etc.), or been assigned to the U.S. Border Patrol Academy, and/or Sector or USBP Headquarters. Include leadership or specialized training and college level courses completed. Resumes should also specify each supervisory position held (clearly listing SBPA, FOS, SOS, WC, DPAIC, PAIC, ACPA, XO, DC, DCPA or CPA). Additionally, include all temporary promotions listing the grade, position, location, and period of time held; temporary details or special assignments held 30 days or more (assignment, location, and period of time); and any prior military or other specialized experience outside of USBP that is relevant to law enforcement work. NOTE: Resumes stored on USAJOBS will not automatically carry over to this announcement. You must upload or fax your resume and any other applicable supporting documentation.
- **Your responses to the job questionnaire:** <https://apply.usastaffing.gov/ViewQuestionnaire/10728405>
(<https://apply.usastaffing.gov/ViewQuestionnaire/10728405>).
- **SF-50 (Notification of Personnel Action):** Current CBP Employees are encouraged, but not required, to submit an SF-50(s) for CBP experience; however, additional SF-50(s) are required when using federal experience outside of CBP to receive credit towards the following requirements. Your SF-50(s) should reflect the highest grade or full performance level held on a permanent basis in the competitive service and having met the time-in-grade requirement of having served 52 weeks at the grade level below (or equivalent) the grade level for this position.
- **Are you claiming special priority selection rights under the Agency Career Transition Assistance Program (CTAP)?** You must submit a separation notice; your most recent SF-50 (noting your current position, grade level and duty location); a current (or last) performance rating of record of at least fully successful or equivalent; an agency certification that you cannot be placed after injury compensation has been terminated; an OPM notification that your disability annuity has been terminated; or a Military Department of National Guard Bureau notification that you are retired under 5 U.S.C. 8337(h) or 8456.
- **Veterans' preference points are not applicable to Merit Promotion announcements.**
- **Are you a current or former political Schedule A, Schedule C, Non-career SES or Presidential Appointee employee?** Submit a copy of your applicable SF-50, along with a statement that provides the following information regarding your most recent political appointment:
 - Position title
 - Type of appointment (Schedule A, Schedule C, Non-career SES, or Presidential Appointee)
 - Agency
 - Beginning and ending dates of appointment

Benefits

<https://www.dhs.gov/homeland-security-careers/benefits>

How to Apply

Please upload your resume under "Resume" and any other applicable supporting documents mentioned above under the appropriate Document Type. If your Document Type is not listed, upload as "Other."

You may be asked to provide a copy of your recent performance appraisal and/or incentive awards. Consideration will be given to performance appraisals and incentive awards as an indication of quality prior experience, no points will be assigned.

CBP uses E-Verify, an internet-based system, to confirm the eligibility of all newly hired employees to work in the United States. Learn more about [E-Verify](http://www.uscis.gov/e-verify) (<http://www.uscis.gov/e-verify>), including your rights and responsibilities.

Every individual receives a fair opportunity throughout the federal recruitment and hiring process. Learn more [here](http://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf) (http://hru.gov/Studio_Recruitment/tools/Mythbuster_on_Federal_Hiring_Policies.pdf).

DHS offers competitive salaries and an attractive benefits package, including: health, dental, vision, life, and long-term care insurance; retirement plan; Thrift Savings Plan [similar to a 401(k)]; Flexible Spending Account; Employee Assistance Program; personal leave days; and paid federal holidays. Other benefits may include: flexible work schedules; telework; tuition reimbursement; transportation subsidies; uniform allowance; health and wellness programs; and fitness centers. DHS is committed to employee development and offers a variety of employee training and developmental opportunities. For more information visit [this link](http://www.dhs.gov/homeland-security-careers/benefits) (<http://www.dhs.gov/homeland-security-careers/benefits>).

Disabled veteran leave (<http://www.opm.gov/news/releases/2016/08/newly-established-leave-policy-gives-disabled-veterans-more-time-to-address-medical-issues-1/>).

will be available to any Federal employee hired on or after November 5, 2016, who is a veteran with a service-connected disability rating of 30 percent or more.

Applying to this announcement certifies that you give permission for DHS to share your application with others in DHS for similar positions.

View [common definitions](http://www.dhs.gov/about/careers/gc_1303762131481.shtm) (http://www.dhs.gov/about/careers/gc_1303762131481.shtm) of terms in this announcement.

To begin your online application, click "**Apply Online**" to create a USAJOBS account and follow the prompts or log in to your existing account. Your application packet must include a completed assessment questionnaire, a resume, and any applicable and/or required supporting documentation. Please see the "Required Documents" section below for additional information. All application materials, including transcripts, must be in English.

If you are unable to apply online or need to submit a document you do not have in electronic form, visit [this link](http://help.usastaffing.gov/Apply/index.php?title=Alternate_Application_Information) (http://help.usastaffing.gov/Apply/index.php?title=Alternate_Application_Information) for more information regarding an Alternate Application process.

Applications and supporting documentation will not be accepted by mail or email. The address below is for inquiries only. You may apply more than once, but the most recent application is the only one that will be used. **You must submit your resume, your online questionnaire, and any supporting documents by 11:59 PM Eastern Time on 03/03/2020.**

It is your responsibility to verify that any information entered or uploaded is received and is accurate. Human Resources will not modify or change any part of your application. Determining your eligibility and qualifications is dependent on the supporting documentation and information provided, which may impact your referral for further consideration. If a document is not legible, you will not be able to view it in your application and you must again upload it by the closing date.

Agency contact information

 CBP Hiring Center

Phone

[952-857-2932](tel:952-857-2932)
(tel:952-857-2932)

Email

CBPhiring-applicantinquiry@cbp.dhs.gov
(mailto:CBPhiring-applicantinquiry@cbp.dhs.gov)

[Learn more about this agency.](#)
(#agency-modal-trigger)

Address

United States Border Patrol
Please read entire announcement
Please apply online
Washington, DC 20229
US

Customs & Border Protection (CBP): Securing America's Borders

The Department of Homeland Security (DHS) is calling on those who want to help protect American interests and secure our Nation. DHS Components work collectively to prevent terrorism; secure borders and our transportation systems; protect the President and other dignitaries; enforce and administer immigration laws; safeguard cyberspace; and ensure resilience to disasters. We achieve these vital missions through a diverse workforce spanning hundreds of occupations. Make an impact;

join DHS.

Discover a challenging and rewarding career with U.S. Customs and Border Protection (CBP), the sole organization responsible for securing the nation's borders. At CBP, we:

- Secure and facilitate trade and travel while enforcing hundreds of U.S. regulations, including immigration and drug laws
- Screen passengers, vehicles, and shipments entering our country
- Seize illegal narcotics, vehicles, and agricultural products
- Prevent unauthorized entry into the country
- Rescue individuals who fall into dangerous conditions traversing our border

For more information about CBP's mission, activities, and careers see www.cbp.gov (<http://www.cbp.gov/>).

Visit our careers page

Learn more about what it's like to work at Customs and Border Protection, what the agency does, and about the types of careers this agency offers.

<http://www.cbp.gov/>
(<http://www.cbp.gov/>).

Next steps

GS Salary: Visit [this link](http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages)

(<http://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages>)

to view the locality pay tables by geographic area. If you do not see your geographic area listed, select the "Rest of United States" pay table.

The open period for this job opportunity announcement may be extended to allow for a sufficient applicant pool.

Once the job opportunity announcement has closed, we will assess your experience and training, identify the best qualified applicants, and refer those applications to the hiring manager for further consideration and interviews. You will be notified by email after each of these steps has been completed. Stay informed of changes to your application status by signing up for automatic email alerts with your [USAJOBS account](http://www.usajobs.gov/Applicant/ProfileDashboard/Home)

(<http://www.usajobs.gov/Applicant/ProfileDashboard/Home>).

If you are referred, you will receive a final notification of the disposition of the announcement. We expect to make a tentative job offer within 60 days after the close of the announcement. If you are selected, we may conduct a suitability/security background investigation.

Additional selections may be made beyond the total number of vacancies specified using this vacancy announcement. Further selections may also be made for additional organizational divisions and/or units within the duty location(s) listed above.

Any offers of employment made pursuant to this announcement will be consistent with all applicable authorities, including Presidential Memoranda, Executive Orders, interpretive U.S. Office of Management and Budget (OMB) and U.S. Office of Personnel Management (OPM) guidance, and Office of Management and Budget plans and policies concerning hiring. These authorities are subject to change.

Follow U.S. Customs and Border Protection on Twitter [@CustomsBorder](https://twitter.com/#!/customsborder) (<https://twitter.com/#!/customsborder>).

Fair & Transparent

The Federal hiring process is setup to be fair and transparent. Please read the following guidance.

Equal Employment Opportunity Policy

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

- [Equal Employment Opportunity \(EEO\) for federal employees & job applicants](#)

https://www.eeoc.gov/federal/fed_employees/index.cfm

Reasonable Accommodation Policy

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application process should follow the instructions in the job opportunity announcement. For any part of the remaining hiring process, applicants should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

A reasonable accommodation is any change to a job, the work environment, or the way things are usually done that enables an individual with a disability to apply for a job, perform job duties or receive equal access to job benefits.

Under the Rehabilitation Act of 1973, federal agencies must provide reasonable accommodations when:

- An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.
- An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.
- An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.

You can request a reasonable accommodation at any time during the application or hiring process or while on the job. Requests are considered on a case-by-case basis.

Learn more about [disability employment and reasonable accommodations](https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/)

<https://www.opm.gov/policy-data-oversight/disability-employment/reasonable-accommodations/>

or [how to contact an agency](https://www.usajobs.gov/Help/how-to/application/agency/contact/).

<https://www.usajobs.gov/Help/how-to/application/agency/contact/>

Legal and regulatory guidance

[Financial suitability](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/)

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/>

[Privacy Act](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/)

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/>

[Selective Service](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/)

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/>

[Social security number request](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/)

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/>

[Signature & False statements](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/)

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/>

[New employee probationary period](https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/)

<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/>